

HELLESDON PARISH COUNCIL

BUDGET 2014 – 2015

Council Office
Diamond Jubilee Lodge
Middletons Lane
Hellesdon
Norwich NR6 5SR

Tel (01603) 301751
www.hellesdon-pc.gov.uk
email: parishclerk@hellesdon-pc.gov.uk

KE
4/3/14

PARISH EXPENDITURE AND PRECEPT REQUIREMENT

2014 – 2015

	2013/2014				2014/2015	
	Estimate	Revised	Estimate	Revised	Estimate	
<u>Parish Council Net Expenditure</u>	£	£	£	£	£	
CC1 Activities - Carnival	1120.00)	2420.00	1120.00)	2520.00	2110.00)	3610.00
CC1 Activities - Resident Party	1300.00)		1400.00)		1500.00)	
CC2 Planning		0.00		0.00		0.00
CC3 Health & Safety		3800.00		3200.00		2800.00
CC4 Playing Fields & Amenities	30140.00)	30060.00	26350.00)	26370.00	36830.00)	35860.00
CC4 Allotments	(80.00))		20.00)		(970.00))	
CC5 Media & Communications		6970.00		7130.00		8160.00
CC6 Property Policy & Resources		73379.00		67309.00		72409.00
CC7 Staff		265600.00		239449.00		275600.00
CC8 Traffic Highways & Environment		6930.00		6820.00		7790.00
CC9 Precept		0.00		0.00		0.00
CC10 Income on Investment		(60.00)		(460.00)		(200.00)
CC11 Bank Charges & Commission		0.00		120.00		500.00
CC12 VAT		0.00		0.00		0.00
Diff btwn 2012/2013 estimated & revised expenditure		(11259.00)		saving removed from budget system		
Allocate to precept shortfall fund						6139.00
		-----		-----		-----
Total Net Expenditure		377840.00		352458.00		412668.00
Total Gross Expenditure		418800.00		397150.00		444789.00
Total Income		29701.00 +		44692.00		32121.00
Identified Savings		<u>11259.00</u>		<u>0.00</u>		<u>0.00</u>
		40960.00		44692.00		32121.00

Precept Calculation

	£	£	£
Total Net Expenditure Estimate 2014-2015			412668.00
Less – difference between 2013-2014			
Net Estimate Expenditure &	377840.00		
Net Revised Expenditure	= 352458.00	(25382.00)	= 387286.00
Precept Requirement			387286.00
Current Years Precept – 2013/2014	377840.00		
Estimated Precept – 2014/2015	387286.00		
Precept Increase over 2013/2014	9446.00	(divided by 377840.00 x 100)	2.5% increase

HELLESDON PARISH COUNCIL CC1 – Activities (Working Group to Full Council)

ADULTS & CHILDRENS RESIDENTS PARTY'S

	2013/2014		2014/2015	
	Budget	Out-turn	Estimate	
	£	£	£	
INCOME				
All party's	0.00	0.00	0.00	0.00
		0.00	0.00	0.00
TOTAL INCOME		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 EXPENDITURE				
Party consumables }		370.00	430.00	
Postage – tickets/unsuccessful application }		100.00	100.00	
Outsourced catering }	1300.00	640.00	660.00	
Over 65 entertainment }		100.00	100.00	
Children entertainment }		190.00	210.00	
		1300.00	1400 .00	1500.00
TOTAL EXPENDITURE		<u>1300.00</u>	<u>1400.00</u>	<u>1500.00</u>
TOTAL NET EXPENDITURE		1300.00	1400.00	1500.00

ICF

HELLESDON PARISH COUNCIL CC1 – Activities (Working Group to Full Council)

CARNIVAL

	2013/2014		2014/2015
	Budget	Out-turn	Estimate
	£	£	£
INCOME			
Stall Holders	500.00	530.00	500.00
Concessions (pptn of takings)	300.00	420.00	300.00
Raffle sales	600.00	620.00	600.00
Dog Show entrance fee	70.00	200.00	100.00
Sponsors	200.00	700.00	400.00
Use of Held Money	250.00(offset expend)	250.00(offset expend)	700.00 (water supply)
	-----	-----	-----
	1920.00	2720.00	2600.00
TOTAL INCOME	<u>1920.00</u>	<u>2720.00</u>	<u>2600.00</u>
EXPENDITURE – REVENUE			
Services			
Opening Ceremony Celebrity	0.00	0.00	0.00
First Aid	165.00	170.00	170.00
Event Insurance	500.00	500.00	550.00
Procession Traffic Control	100.00	110.00	220.00
Signage / Printing (toilets etc)	100.00	0.00	250.00
Postage	60.00	60.00	70.00
Gazebos/Tents	250.00	250.00	0.00
Waste Skip	0.00	140.00	150.00
Table Hire (HCC)	0.00	50.00	50.00
Equipment / Water Supply	0.00	0.00	700.00
	-----	-----	-----
	1175.00	1280.00	2160.00
Entertainment			
Arena Events	600.00	250.00 (Anglo saxons)	600.00
Minor events/acts	150.00	30.00 (NewfyDogs)	150.00 (USD/NewfyDogs/TBD)
Side Shows	90.00	60.00 (StarWars)	90.00 (StarWars/TBD)
Compere	150.00	150.00	175.00
Children's entertainer	200.00	185.00	200.00
Procession lead	200.00	0.00	200.00 (Band)
Refreshments for Acts	45.00	10.00	45.00
	-----	-----	-----
	1435.00	685.00	1460.00
Companion Dog Show			
Licence & insurance	20.00	20.00	20.00
Prizes (rosettes/trophies)	100.00	155.00	160.00
Entrance fee – donation to Charity	100.00	200.00 (Dogs Trust)	100.00 (Charity TBD)
	-----	-----	-----
	220.00	375.00	280.00
Raffle			
Tickets - Printing	60.00	60.00	60.00
Licence (pre event sales)	20.00	20.00	20.00
Raffle Sales Donation	0.00	0.00	600.00
	-----	-----	-----
	80.00	80.00	680.00

Contingencies	50.00	90.00 (hi-viz bibs)	50.00
Sundries (Cable ties/line marking)	50.00	40.00	50.00
Hire HCC (ML) for Sunday Service	30.00	30.00	30.00
	-----	-----	-----
	130.00	160.00	130.00
TOTAL EXPENDITURE	<u>3040.00</u>	<u>2580.00</u> }	<u>4710.00</u>
		}	
Earmarked surplus for 2013		<u>1260.00</u> }	
		}	
TOTAL NET EXPENDITURE	1120.00	1120.00	2110.00

FUNDS

Established fund following 2009 Carnival for hold of surplus to allow for lean years/possible replacement/new 'stock'

	SURPLUS	EXPENITURE	RUNNING TOTAL
	£	£	£
Held following carnival 2009	710.00		710.00
shortfall in tent provision – April 2010		360.00	350.00
Held following carnival 2010	1700.00		2050.00
Gazebo purchase – July 2010		40.00	2010.00
Held following carnival 2011	480.00		2490.00
Tent repair – Dec 2011		140.00	2350.00
Held following carnival 2012	1320.00		3670.00
Addnl signage & offset expenditure - 2013		250.00	3420.00
Held following carnival 2013	1260.00		4680.00
Water supply provision		700.00	3980.00

HELLESDON PARISH COUNCIL CC2 Planning (formerly Allotments & Planning)

“ALLOTMENTS” MOVED TO CC4 FEBRUARY 2009

	2013/2014		2014/2015	
	Budget	Out-turn	Estimate	
INCOME	0.00	0.00	0.00	
	-----	-----	-----	
	0.00		0.00	0.00
TOTAL INCOME	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
EXPENDITURE	0.00	0.00	0.00	
	-----	-----	-----	
	0.00		0.00	0.00
TOTAL EXPENDITURE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
TOTAL NET EXPENDITURE	0.00		0.00	0.00

HELLESDON PARISH COUNCIL CC3 – Health & Safety (Full Council)

	2013/2014		2014/2015	
	Budget £	Out-turn £	Estimate £	
INCOME	0.00	0.00	0.00	
	-----	-----	-----	
	0.00		0.00	0.00
TOTAL INCOME	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
 EXPENDITURE				
H&S Consultant monthly visits	3500.00	2900.00	2400.00	
	3500.00		2900.00	2400.00
H&S Equipment/Protection	300.00	300.00	400.00	
Incl Waste Protection Pack	300.00		300.00	400.00
TOTAL EXPENDITURE	<u>3800.00</u>		<u>3200.00</u>	<u>2800.00</u>
 TOTAL NET EXPENDITURE	3800.00		3200.00	2800.00

HELLESDON PARISH COUNCIL CC4 – Playing Fields, Amenities & Allotments

ALLOTMENTS

	2013/2014		2014/2015	
	Budget	Out-turn	Estimate	
	£	£	£	
INCOME				
Tenants Allotment rental (Oct ml) (Original site = 53 full plots)	1920.00(£37.00)	1950.00	3800.00(£37.00)	
	1920.00		1950.00	3800.00
Tenants Retrospective				
Water Charge (charged Oct)	250.00 (Aug 2012-Jul 2013)	300.00	300.00 (Aug 2013-Jul 2014)	
	250.00		300.00	300.00
Tenants reimbursements for losses/damage	50.00	50.00	50.00	
	50.00		50.00	50.00
Best Kept Allotment Competition (June) Sponsorship	70.00	0.00	0.00	
	70.00		0.00	0.00
TOTAL INCOME	<u>2290.00</u>	<u>2300.00</u>	<u>4150.00</u>	

EXPENDITURE – REVENUE

Landowner rent

Original site (June ml) (to June 2021 then incr due)	280.00	280.00	280.00	
Extension to site (Nov ml) (to June 2021 then incr due)	0.00	0.00	350.00	
	-----	-----	-----	
	280.00		280.00	630.00
Best Kept Allotment Competition	100.00	100.00	100.00	
	100.00		100.00	100.00

Utilities

Water	250.00 (Aug 2012-Jul 2013)	350.00	300.00 (Aug 2013-Jul 2014)	
Electricity	280.00	270.00	300.00	
	-----	-----	-----	
	530.00		620.00	600.00

Maintenance

Repairs & maintenance (incl hedging)	500.00	800.00	500.00	
Tenant losses/damages	50.00	50.00	50.00	
	-----	-----	-----	
	550.00		850.00	550.00
Pest Control (Nov renewal)	750.00	470.00	1000.00	
	750.00		470.00	1000.00

Electrical Inspections - toilets

Periodic inspection (next due 2014/15)	0.00	0.00	100.00
Remedial work following inspection	0.00	0.00	200.00
	-----	-----	-----
	0.00	0.00	300.00
REVENUE EXPENDITURE	<u>2210.00</u>	<u>2320.00</u>	<u>3180.00</u>
EXPENDITURE – CAPITAL			
CAPITAL EXPENDITURE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURE	<u>2210.00</u>	<u>2320.00</u>	<u>3180.00</u>
TOTAL NET EXPENDITURE	(80.00)	20.00	(970.00)

HELLESDON PARISH COUNCIL CC4 – Playing Fields, Amenities & Allotments

PLAYING FIELDS & AMENITIES (EXCLUDING ALLOTMENTS)

	2013/2014		2014/2015	
	Budget £	Out-turn £	Estimate £	
INCOME				
<u>RECREATION GROUND</u>				
<u>Hire Charges</u>				
Football	1300.00	1970.00	2000.00	
Football training area	0.00	150.00	150.00	
Tennis	300.00	300.00	300.00	
Netball	1000.00	830.00	1000.00	
Bowls	1820.00	1870.00	1870.00	
Misc Activity hire	0.00	290.00	290.00	
	-----	-----	-----	
	4420.00	5410.00	5610.00	
Hire Facility Sundries				
goal post deposit	0.00	0.00	0.00	
initial hire pegs & bolts reimbursement	0.00	20.00	50.00	
	-----	-----	-----	
	0.00	20.00	50.00	
Floodlights	500.00	100.00	500.00	
	500.00	100.00	500.00	
Memorial Garden - Resident Rose/Plaque Purchase	120.00	120.00	120.00	
	120.00	120.00	120.00	
Fence replace 'Nursery Close'	2800.00	2800.00	0.00	
	2800.00	2800.00	0.00	
Ownership signs	0.00	0.00	500.00	
	0.00	0.00	500.00	
TOTAL INCOME	<u>7840.00</u>	<u>8450.00</u>	<u>6780.00</u>	

EXPENDITURE - REVENUE

General

NPFA Membership	60.00	50.00	60.00	
Play Equipment Renewals Fund	1000.00	1000.00	1000.00	
Play areas annual inspection (due June)	190.00	180.00	280.00	
	-----	-----	-----	
	1250.00	1230.00	1340.00	
Contingencies	500.00	500.00	500.00	
	500.00	500.00	500.00	
<u>Dog/litter/smoking bins</u>				
Replacement bins & assoc cost	200.00	200.00	200.00	
Emptying dog bins/ fresheners (11 bins)	1750.00	1720.00	1780.00	
	-----	-----	-----	
	1950.00	1920.00	1980.00	
Seats - repair/replacement	500.00	500.00	500.00	
	500.00	500.00	500.00	
Site Fencing renewals fund	1000.00	1000.00	0.00	

10/1

		1000.00		1000.00		0.00
Areas signage - new/replacement	100.00		100.00		100.00	
		100.00		100.00		100.00
Floodlights maintenance/repair	1000.00		500.00		1000.00	
		1000.00		500.00		1000.00
Surface protection repair (Perfo matting)	150.00		150.00		150.00	
		150.00		150.00		150.00

Trees

Tree inspection (due Nov)	200.00		200.00		200.00	
Tree work following inspection	100.00		300.00		300.00	
Tree work emergency	200.00		200.00		300.00	
			-----		-----	
		500.00		700.00		800.00
Green waste removal	700.00		600.00		750.00	
		700.00		600.00		750.00
Shrub/tree/hedge addnl & renewal to include The Bull roundabout	400.00		400.00		400.00	
		400.00		400.00		400.00
Fuel – tractor & machinery	1500.00		700.00		1000.00	
		1500.00		700.00		1000.00

Grounds

Machinery – ex vehicles

Servicing (Nov-March)	2500.00		2500.00		2950.00	
Parts/Consumables-for repair/replace/spare	800.00		800.00		800.00	
Hire of machinery/contractor needed	750.00		750.00		750.00	
<i>Machinery Renewals Fund</i>	<i>0.00</i>		<i>0.00</i>		<i>0.00</i>	
New/replacement Equipment/Tools – items under £200.00	400.00		400.00		400.00	
			-----		-----	
		4450.00		4450.00		4900.00

Materials

Fields/Gardens/Rndabout/Allot }

-Universal all areas - Fertilisers/ weedkiller/mosskiller etc }	3100.00		3250.00		3400.00	
		3100.00		3250.00		3400.00
Contractor spray – Summer even years	0.00		0.00		900.00	
		0.00		0.00		900.00

RECREATION GROUND

Play provision &

U16 & U9 Play Areas

Equipment repairs/maintenance	500.00		690.00		500.00	
		500.00		690.00		500.00

Skate park

Equipment repair/maintenance			Refurbish/ repair from		0.00	
Repair wooden shuttering			identified S106 money		100.00	
			-----		-----	
				S106 money		100.00

Games (ball wall) area

Equipment repair/maintenance			Established with skate park refurbish		0.00	
Repair wooden shuttering			from identified S106 money		100.00	
			-----		-----	
				S106 money		100.00

Hard Surface

Surface repair }			0.00		0.00	
Surface moss killer }			120.00		270.00	
Surface power wash }			0.00		0.00	

Surface repaint/remark	950.00	0.00	0.00
<i>Refurbish Hard Surface Fund</i>	<i>2000.00</i>	<i>2000.00</i>	<i>4000.00</i>
Repair wooden shuttering	100.00	100.00	100.00
	-----	-----	-----
	3050.00	2220.00	4370.00

Bowling Green

Materials specific to area	2100.00	1600.00	1900.00
Repair wooden shuttering/guttering	200.00	200.00	200.00
Repair pathways	80.00	80.00	80.00
Gulley felt/shingle	200.00	200.00	200.00
	-----	-----	-----
	2580.00	2080.00	2380.00

Memorial Garden

Resident Rose/Plaque – purchase	120.00	120.00	120.00
Rose Renewal	30.00	0.00	30.00
Plinths maintenance	150.00	0.00	150.00
	-----	-----	-----
	300.00	120.00	300.00

Diamond Jubilee Garden

(Conservation Area)

Replacements (bird/bat boxes & Flora)	50.00	50.00	50.00
Bark top up	500.00	500.00	500.00
	-----	-----	-----
	550.00	550.00	550.00

Hire Facility

Sundries (goal posts/nets/paint)	500.00	100.00	100.00
Refund of goal post deposit(s)	0.00	0.00	150.00
Initial hire pegs & bolts purchase	0.00	20.00	50.00
	-----	-----	-----
	500.00	120.00	300.00

MEADOW WAY

Play Provision

Equipment repairs/maintenance	200.00	430.00	500.00
	200.00	430.00	500.00

HEL2 allocation

Landowner rent	0.00	0.00	650.00
	0.00	0.00	650.00

2x COMMUTED SUM - INCOME & EXPENDITURE NOT INCLUDED IN BUDGET

20071683 – (Ethel Tipple) £18263.04 IDENTIFIED FOR SKATE PARK REFURBISHMENT

20081728 – (Ethel Tipple) £44067.84 IDENTIFIED FOR SKATE PARK REFURBISHMENT

REVENUE EXPENDITURE	<u>24780.00</u>	<u>22210.00</u>	<u>27470.00</u>
----------------------------	------------------------	------------------------	------------------------

EXPENDITURE – CAPITAL

PROJECTS

Purchase machinery - ex vehicles			
Long arm hedge cutter	450.00	450.00	0.00
25kg spreader	400.00	200.00	0.00
Hayter mower	0.00	0.00	1050.00
Long arm hedge cutter	0.00	0.00	470.00
Leaf shredder	0.00	0.00	550.00
Replace tree soil Bull R/About	0.00	0.00	90.00
	-----	-----	-----
	950.00	650.00	2160.00

62

HELLEDON PARISH COUNCIL CC5 Media & Communications

	2013/2014		2014/2015	
	Budget £	Out-turn £	Estimate £	
INCOME				
Newsletter Advertising	2000.00	2000.00	2000.00	
	2000.00		2000.00	2000.00
TOTAL INCOME	<u>2000.00</u>		<u>2000.00</u>	<u>2000.00</u>
EXPENDITURE – REVENUE				
Parish Council Promotion	500.00	700.00	1500.00	
	500.00		700.00	1500.00
Newsletter				
Printing	6850.00	6820.00	6960.00	
Distribution incl inaccessible areas	1300.00	1250.00	1300.00	
	-----	-----	-----	
	8150.00		8070.00	8260.00
Website				
Website Annual Hosting & Support (incl annual site maintenance - April ml)	270.00	250.00	250.00	
Ja.net domain name (www.hellesdon-pc.gov.uk) & 5x named email accs (.gov.uk) (April ml)	50.00	50.00	50.00	
Provider support	0.00	60.00	100.00	
	-----	-----	-----	
	320.00		360.00	400.00
REVENUE EXPENDITURE	<u>8970.00</u>		<u>9130.00</u>	<u>10160.00</u>
EXPENDITURE – CAPITAL				
CAPITAL EXPENDITURE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURE	<u>8970.00</u>		<u>9130.00</u>	<u>10160.00</u>
TOTAL NET EXPENDITURE	6970.00		7130.00	8160.00

HELLESDON PARISH COUNCIL CC6 Property Policy & Resources

	2013/2014		2014/2015	
	Budget £	Out-turn £	Estimate £	Estimate £
INCOME				
Sale of Assets	0.00	0.00	0.00	0.00
		0.00	0.00	0.00
HCC Rent (due each Jan)	1.00	1.00	1.00	1.00
		1.00	1.00	1.00
HCC Fire Insurance reimbursement	560.00	550.00	580.00	580.00
		560.00	550.00	580.00
HCC Electricity reimbursement	0.00	4800.00	5000.00	5000.00
		0.00	4800.00	5000.00
HCC Gas reimbursement	0.00	1500.00	1700.00	1700.00
		0.00	1500.00	1700.00
Electricity FIT (Council Office)	0.00	200.00	500.00	500.00
		0.00	200.00	500.00
<u>Ground Rent</u>				
HFC Portakabin	20.00	20.00	20.00	20.00
HBC Shed (Pavilion)	20.00	20.00	20.00	20.00
HHA Garage	20.00	20.00	20.00	20.00
	-----	-----	-----	-----
		60.00	60.00	60.00
Chairmans Budget	0.00	1000.00	0.00	0.00
From HCC Contingency fund (P&R 23 July 2013)				
		0.00	1000.00	0.00
<u>Parish Partnership Scheme LED's</u>				
HPC 25% contribution from fund a/c	0.00	670.00	0.00	0.00
NCC 75% contribution	0.00	2010.00	0.00	0.00
	-----	-----	-----	-----
		0.00	2680.00	0.00
HCC & Library 33.3% Contribution for grit for site	0.00	190.00	150.00	150.00
		0.00	190.00	150.00
TOTAL INCOME		<u>621.00</u>	<u>10981.00</u>	<u>7991.00</u>
 EXPENDITURE – REVENUE				
Chairmans Budget	200.00	1200.00	200.00	200.00
		200.00	1200.00	200.00
<u>Expenses/Mileage</u>				
Members	100.00	50.00	100.00	100.00
Staff	150.00	150.00	150.00	150.00
	-----	-----	-----	-----
		250.00	200.00	250.00
Catering Supplies for PC meets & staff "tea" fund	460.00	450.00	470.00	470.00
		460.00	450.00	470.00
<u>Communication Services</u>				
Telephone Line Rental	}	100.00		
Telephone Calls	}	80.00		
Broadband	400.00}	160.00	420.00	

CF

Daily EDP	200.00	180.00	200.00	
	-----	-----	-----	
	600.00	520.00	620.00	
<u>Office Equipment</u>				
Computer Support	400.00	0.00	500.00	
Offsite back up contract (June ml)	0.00	350.00	370.00	
Photocopier Rental (5yrs from May 13)		1000.00	1000.00	
Photocopier Charges	2000.00	1000.00	1000.00	
<i>Renewals Fund - for items over £100</i>	<i>500.00</i>	<i>500.00</i>	<i>500.00</i>	
New/replacement items - under £100	200.00	100.00	200.00	
New/replacement items - over £100	400.00	200.00	400.00	
	-----	-----	-----	
	3500.00	2800.00	3970.00	
Contingencies	1000.00	500.00	1000.00	
	1000.00	500.00	1000.00	
Stationery(incl Publications & Model Docs) /Software (& install)	1600.00	1400.00	1600.00	
	1600.00	1400.00	1600.00	
Postage	700.00	500.00	500.00	
	700.00	500.00	500.00	
Sundries (mobile phone top up/Remembrance Wreath etc)	300.00	150.00	160.00	
	300.00	150.00	160.00	
<u>Electrical Inspections - office/workshops</u>				
Annual Portable appliance test (May)	80.00	60.00	80.00	
Periodic inspection (next due 2018/19)	450.00	450.00 (13/14)	0.00	
Remedial work following inspection	300.00	300.00	0.00	
	-----	-----	-----	
	830.00	810.00	80.00	
<u>CCTV</u>				
Annual Service contract existing system (Dec 13 ml - work done June 14)	1300.00	350.00		
Annual Service contract full system (Dec 14 ml - work done June 15)	750.00	0.00	500.00	
Call-outs/repair	1000.00	1530.00	1000.00	
<i>Upgrade Fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
	-----	-----	-----	
	3050.00	1880.00	1500.00	
Room Hire	500.00	170.00	0.00	
	500.00	170.00	0.00	
<u>Utilities</u>				
Electricity HPC/HCC (100%)	3700.00	5800.00	6000.00	
Water HCC/HPC (pptn)	1500.00	250.00	500.00	
Gas HPC/HCC (100%)	500.00	2000.00	2200.00	
Electricity Council Office Council Office & Premises Rates (due April)	1200.00	4160.00	4500.00	
	-----	-----	-----	
	6900.00	12710.00	13900.00	
<u>Services</u>				
External Audit	1200.00	1050.00	1200.00	
Internal Audit	1600.00	1610.00	1640.00	
Solicitor Fees	3000.00	3000.00	3000.00	
Legal Advice (Nplaw) (July ml)	480.00	400.00	450.00	
Scribe Licence/Software (Feb ml)	650.00	590.00	620.00	
Data Protection	40.00	40.00	40.00	
NflkALC (May ml)	930.00	930.00	1000.00	

25

Norfolk Link Publication (July ml)	70.00	90.00	100.00	
Iris Payroll Licence (July ml)	200.00	260.00	200.00	
SLCC (June ml)	230.00	230.00	230.00	
LCR Publication (May ml)	20.00	20.00	20.00	
Clerks/Councils				
Direct Publication (May ml)	20.00	20.00	20.00	
Parish Online (Nov ml)	130.00	110.00	130.00	
TV Licence (April ml)	0.00	0.00	150.00	
AVG Licence (Cloud) (Nov ml)	0.00	100.00	100.00	
	-----	-----	-----	
	8570.00	8450.00	8900.00	
PWLB - New office (May & Nov)	17900.00	17900.00	17900.00	
	17900.00	17900.00	17900.00	
<u>Insurance</u>				
General Insurance (March ml - 5 year term expires 2016)	13000.00	11140.00	13000.00	
Property valuations (next due June 2015)	0.00	0.00	0.00	
Fuel card Provision & Insurance	10.00	30.00	30.00	
	-----	-----	-----	
	13010.00	11170.00	13030.00	
<u>Vehicles</u>				
Tractor -				
lease	2600.00	2600.00	2600.00	
consumables	200.00	200.00	200.00	
Van -				
fuel	400.00	350.00	400.00	
consumables/maintenance	600.00	600.00	600.00	
	-----	-----	-----	
	3800.00	3750.00	3800.00	
<u>Property Maintenance</u>				
General	420.00	1000.00	1000.00	
(Electric) shutters service (May)	150.00	150.00 (Oct 13 old office)	450.00	
Fire equipment service (Feb)	80.00	80.00	100.00	
Gas Boiler Service (Feb)	0.00	200.00	250.00	
Dorma (Sliding) Doors Service (March)	0.00	200.00	250.00	
Fire & Intruder Alarm Service (Nov/May)	0.00	140.00	150.00	
	-----	-----	-----	
	650.00	1770.00	2200.00	
<u>Elections/Parish Poll</u>				
Ordinary Election (nxt due May 2015)	0.00	0.00	0.00	
By-Elections Fund	0.00	0.00	0.00	FUND AT MAX
Parish Poll Fund	2000.00	2000.00	0.00	FUND AT MAX
	-----	-----	-----	
	2000.00	2000.00	0.00	
Church Grass cutting contribution	750.00	750.00	750.00	
	750.00	750.00	750.00	
Village Signs (r/about/parish hall)	200.00	100.00	200.00	
	200.00	100.00	200.00	
<u>War Memorial</u>				
War Memorial Fund	0.00	0.00	0.00	
Area annual clean (Oct)	200.00	200.00	220.00	
	-----	-----	-----	
	200.00	200.00	220.00	
Burial Ground Fund	1000.00	1000.00	1000.00	
	1000.00	1000.00	1000.00	
<u>Car Park/Pathways</u>				
Hard surfacing & damage repair (car park/drive/footpaths)	100.00	100.00	100.00	

2.1

Shingle surfacing repair/top up	140.00	0.00	140.00
Car park Marking paint	40.00	60.00	60.00
Thermoplastic marking	0.00	0.00	0.00
<i>Refurbish Car Park/Path Fund</i>	<i>2000.00</i>	<i>2000.00</i>	<i>2000.00</i>
Grit (Severe Weather Policy)	0.00	300.00	250.00
	-----	-----	-----
	2280.00		2460.00
Site Lighting Maintenance	500.00	0.00	500.00
	500.00		0.00
Site signage	100.00	100.00	100.00
	100.00		100.00
<u>Parish Hall</u>			
<i>Car Park Fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Refurbishment Fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Annual Grant	0.00	0.00	0.00
	-----	-----	-----
	0.00		0.00
<u>Community Centre</u>			
Annual Grant	0.00	0.00	0.00
<i>Roof Fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Rental Valuation(next due June 2015)	0.00	0.00	0.00
	-----	-----	-----
	0.00		0.00
<u>Outside toilet</u> (PC responsibility Aug 2009)			
General maintenance	300.00	200.00	500.00
	-----	-----	-----
	300.00		200.00
			500.00

COMMUTED SUM - INCOME & EXPENDITURE NOT INCLUDED IN BUDGET
20051199 – (313 DHR Shop/Post Office) £44713.38 IDENTIFIED FOR OUTSIDE TOILET REFURBISHMENT

Grants & Donations

	FROM FUND	FROM FUND	FROM FUND
	FROM FUND	FROM FUND	FROM FUND
Grants £200 and Under	1000.00	1000.00	1000.00
Grants Over £200			
<i>Good Causes for Hellesdon Fund</i>	<i>1000.00</i>	<i>1000.00</i>	<i>1000.00</i>
Donations			
	-----	-----	-----
	1000.00	1000.00	1000.00
<i>Outreach Services Fund</i>	<i>500.00</i>	<i>500.00</i>	<i>500.00</i>
	500.00	500.00	500.00
Consumables			
Groundstaff & Office	500.00	250.00	500.00
	500.00	250.00	500.00
REVENUE EXPENDITURE	<u>73150.00</u>	<u>74890.00</u>	<u>77900.00</u>

EXPENDITURE – CAPITAL

PROJECTS

Civic Regalia - Purchase of			
Chain – for Chairman Chain of Office	850.00	700.00	0.00
Driveway Lantern replacement	0.00	2700.00	0.00
Parish Partnership Scheme			
Complete brickweave rear of HCC	0.00	0.00	2500.00
	-----	-----	-----
	850.00	3400.00	2500.00

146

CAPITAL EXPENDITURE	<u>850.00</u>	<u>3400.00</u>	<u>2500.00</u>
TOTAL EXPENDITURE	<u>74000.00</u>	<u>78290.00</u>	<u>80400.00</u>
TOTAL NET EXPENDITURE	73379.00	67309.00	72409.00

FUNDS	as at April 2013 £	as at y/e March 2014 £	as at April 2014 £
HEL 2	371416.00	263204.00*	263204.00*
(established July 2008)			
New Burial Ground	15000.00	15000.00	16000.00
CCTV Upgrade	11000.00	11000.00	11000.00
Parish Hall Car Park	20000.00	20000.00	20000.00
War Memorial	2200.00	2200.00	2200.00
Community Centre Contingency	18000.00	17000.00	17000.00
Parish Hall Refurbishment	18000.00	18000.00	18000.00
(established December 2008)			
Parish Council Election	5000.00	5000.00	5000.00 (MAX)
Refurbish Car Park/Path Fund	55200.00	55200.00 *	55200.00*
(established April 2009)			
Office Equip (items over £100)	900.00	900.00	1400.00
(established July 2011)			
Car Park Soakaway (ex Project Shortfall Provision Fund)	24000.00	24000.00*	24000.00*
(established March 2012)			
Parish Poll Fund	6000.00	6000.00	6000.00 (MAX)
(established October 2012)			
Good causes for Hellesdon	110000.00	11000.00	12000.00
Mountfield Park Car Park Fund	21747.00	22738.14	22738.14
Outreach Services	1350.00	1350.00	1850.00

Fund Expenditure

*Jan-March 2014 and April 2014 possible reduction in funds due to work for

HEL 2

HCC site car park refurbishment

HELD MONEY

Reinstate driveway sinkage	500.00	500.00*	500.00*
----------------------------	--------	---------	---------

Held Money Expenditure

*Jan-March 2014 and April 2014 possible reduction in held money due to work for HCC site car park refurbishment

HELLESDON PARISH COUNCIL CC7 Staff

		2013/2014		2014/2015	
	Budget	Out-turn	Estimate	Estimate	Estimate
	£	£	£	£	£
INCOME					
<u>Community Centre Reimbursement</u>					
Hire Premium/Surcharge/ Sunday Out of Hours	1000.00	1600.00	1000.00	1000.00	1000.00
	1000.00	1600.00	1600.00	1600.00	1600.00
Second Sunday Caretaker	4600.00	4500.00	4600.00	4600.00	4600.00
	4600.00	4500.00	4500.00	4500.00	4500.00
TOTAL INCOME	<u>5600.00</u>	<u>6100.00</u>	<u>6100.00</u>	<u>6100.00</u>	<u>6100.00</u>

EXPENDITURE

Remuneration (confidential spreadsheet supports figures)

Salaried Employed & ALL	185200.00)		188000.00	
Vacant positions PAY IS)			
Additional Payments GROSS	24000.00)	201549.00	24500.00	
	-----		-----	-----	
	209200.00		201549.00	212500.00	
Relief/Temporary workers	1000.00		500.00	1000.00	
	1000.00		500.00	1000.00	
Employer NI Conts (above threshold)	21000.00		12000.00	21500.00	
	21000.00		12000.00	21500.00	
Employer PS Conts	30000.00		25000.00	34000.00	
	30000.00		25000.00	34000.00	
Staff Recruitment Costs					
Advertising/CRB checks/Facilitators	500.00		2000.00	2500.00	
	500.00		2000.00	2500.00	
Staff/Members					
Training and Courses	5000.00		2000.00	5000.00	
	5000.00		2000.00	5000.00	
Staff Sundries/Uniforms	500.00		500.00	700.00	
	500.00		500.00	700.00	
Employment Advice (HR Service)	2500.00		1000.00	2500.00	
	2500.00		1000.00	2500.00	
Personnel Costs – Referrals (Medical etc)	1500.00		1000.00	1500.00	
	1500.00		1000.00	1500.00	
TOTAL EXPENDITURE	<u>271200.00</u>		<u>245549.00</u>	<u>281200.00</u>	
TOTAL NET EXPENDITURE	265600.00		239449.00	275600.00	

HELLESDON PARISH COUNCIL CC8 Traffic Highways & Environment (P&R)

	2013/2014		2014/2015	
	Budget	Out-turn	Estimate	
	£	£	£	
INCOME				
Bus Shelter Grant	0.00	500.00	0.00	
		0.00		0.00
Bus Shelter	4000.00(from held money)	4000.00	0.00	
		4000.00		0.00
Bus Shelter Ins Claim	0.00	3450.00	0.00	
		0.00		0.00
TOTAL INCOME		<u>4000.00</u>		<u>0.00</u>
				<u>7950.00</u>

EXPENDITURE – REVENUE

	FROM FUND	FROM FUND	FROM FUND	FROM FUND
	FROM FUND	FROM FUND	FROM FUND	FROM FUND
Grit Bins				
SAM2's 4weekly move	0.00	0.00	1560.00	
		0.00		1560.00
<u>Bus Shelters</u>				
Half Yearly Clean/Graffiti Removal	900.00	280.00	900.00	
Repair	500.00	500.00	500.00	
Replacement of damaged shelter	0.00	3360.00	0.00	
	-----	-----	-----	
		1400.00		1400.00
H/Way Bin Contribution				
(Posts and fixing accessories)	30.00	30.00	30.00	
		30.00		30.00
Notice Boards				
Repair/replace	100.00	100.00	300.00	
		100.00		300.00
Contingencies	100.00	100.00	100.00	
		100.00		100.00
REVENUE EXPENDITURE		<u>1630.00</u>		<u>3390.00</u>
				<u>4370.00</u>

EXPENDITURE – CAPITAL

PROJECTS

Addnl Bus shelters	5000.00	7000.00	4000.00	
	(x2 Reepham Rd(Cottingham) & To be identified)		(To be identified)	
	5000.00		4000.00	
Info boards to existing shelters	200.00	200.00	200.00	
		200.00		200.00
Addnl Notice Boards	600.00	600.00	0.00	
	(x3addnl)	(x2 Brandon Close & Cromer Rd)		
	600.00	600.00		0.00
Vehicle Activated Signs (SAM2's)	3500.00	2600.00	0.00	
Parish Partnership Scheme 2013/2014				
	3500.00	2600.00		0.00
Litter bin adj Hellesdon	0.00	0.00	200.00	
Medical Practice Notice Board		0.00		200.00

CAPITAL EXPENDITURE	<u>9300.00</u>	<u>10400.00</u>	<u>4400.00</u>
TOTAL EXPENDITURE	<u>10930.00</u>	<u>14770.00</u>	<u>7790.00</u>
TOTAL NET EXPENDITURE	6930.00	6820.00	7790.00

FUNDS	as at April 2013 £	as at y/e March 2014 £	as at April 2014 £
Grit Bins	1936.00	1846.00	1846.00

Fund Expenditure

£90.00 Nov 2013 for 1x grit bin Heath Crescent

HELLESDON PARISH COUNCIL CC10 – Income on Investment

	2013/2014		2014/2015
	Budget £	Out-turn £	Estimate £
INCOME			
<u>Bank Interest</u> (Accrues 31 Dec – 30 Dec & debited annually 31 Dec ex Treasury Fund which is paid on maturity)			
Precept Account	60.00	460.00	200.00
Treasury Fund	5000.00	1430.00	1500.00
Gen Reserve/Emergency Account	70.00	310.00	300.00
Pre Fund Account	300.00	1991.00	1000.00
	-----	-----	-----
TOTAL INCOME	<u>5430.00</u>	<u>4191.00</u>	<u>3000.00</u>
EXPENDITURE			
<u>Bank Interest</u>			
To Treasury Fund	5000.00	1430.00	1500.00
To Gen Reserve/Emergency Account			
(to support Financial Reserve Management)	70.00	310.00	300.00
Pre Fund Account	300.00	1991.00	1000.00
	-----	-----	-----
	5350.00	3731.00	2800.00
TOTAL EXPENDITURE	<u>5370.00</u>	<u>3731.00</u>	<u>2800.00</u>
TOTAL NET EXPENDITURE	(60.00)	(460.00)	(200.00)

HELLESDON PARISH COUNCIL CC11 – Bank Charges

	2013/2014		2014/2015	
	Budget	Out-turn	Estimate	
	£	£	£	
INCOME	0.00	0.00	0.00	
	-----	-----	-----	
TOTAL INCOME		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 EXPENDITURE				
<u>Accounts</u>				
Current Account (from 16 Jan 2014)	0.00	80.00	500.00	
New Build Account (from 25 Nov 2013)	0.00	40.00	account to be closed WEF 31 March 2014	
	-----	-----	-----	
		0.00	120.00	500.00
TOTAL EXPENDITURE		<u>0.00</u>	<u>120.00</u>	<u>500.00</u>
TOTAL NET EXPENDITURE		0.00	120.00	500.00

26